

Draft prepared: November 12, 2019
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Updated May 07 & 13, 2020
Updated September 3, 2020

Retirement Board 2020 Work Plan

Quarterly Meeting	Annual Activities	Special Projects	Status Update
February	<ul style="list-style-type: none"> Investment Performance Review Member Terms- elections/ appointments Ethics Policy- reaffirm Investment Manager Report (IPS Section 12.3) Adopt CFC administrative fee budget allocation Disability Re-evaluation, as needed 	<ul style="list-style-type: none"> Adopt WSP admin manual Actuarial 5-Year Experience Study: Basic/Police (Segal) <ul style="list-style-type: none"> Assumptions review Actuarial 5-Year Experience Study: OPEB (Segal) <ul style="list-style-type: none"> Assumptions review 	<p>As of 02-14-2020:</p> <ul style="list-style-type: none"> Qtrly Investment Reports distributed prior to next meeting WSP draft for review 02-20-2020 Experience Study for Basic/ Police/ OPEB recommendations to be reported at 02-20-2020 meeting Ethics policy on agenda for action No action required for elections or disability re-evaluation
May	<ul style="list-style-type: none"> Investment Performance Review Training Budget- adoption Officer Election Basic/Police & OPEB IPS 	<ul style="list-style-type: none"> Adopt Actuarial 5-Year Experience Study Recommendations, as needed Asset Allocation Study (AndCo) Basic/Police Investment Policy- revisions <ul style="list-style-type: none"> WSP per finalized admin manual Asset Allocation (AndCo) OPEB Investment Policy- revisions <ul style="list-style-type: none"> ADC/MCO/Asset smoothing 	<p>As of 05-07-2020:</p> <ul style="list-style-type: none"> Actuarial Valuation recommendation adopted in Feb 2020 Asset Allocation Study to be presented at 5-14-2020 meeting Basic/Police/OPEB IPS to be reviewed and revised at May meeting WSP draft admin manual deferred for final review and action at May meeting Annual activities on May agenda

September	<ul style="list-style-type: none"> • Investment Performance Review • Fiduciary Training • Investment Commission/Fee Review 	<ul style="list-style-type: none"> • Pension Plan Amendment-review options • CFC administrative fee allocation methodology (added Feb 2020) 	<p>As of 9-3-2020:</p> <ul style="list-style-type: none"> • Fiduciary training by Segal on Sept 10th • Pension Plan Amendments on 9-10-2020 agenda for consideration • AndCo requested to update previous fee report
November	<ul style="list-style-type: none"> • Investment Performance Review • Actuarial Valuation Basic/Police/OPEB Reports • Council Annual Report 	<ul style="list-style-type: none"> • Record Keeping Services- review • CFC administrative fee methodology and allocation adoption (added Feb 2020) 	